



# COUNTY OF LOS ANGELES CAREER OPPORTUNITIES

## Los Angeles County Fire Department

It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, color, national origin, religion, age, sex or disability. Pursuant to the Americans with Disabilities Act of 1990, persons with disabilities who believe they need reasonable accommodation, or help in order to apply for a position, may contact the ADA Coordinator for the Los Angeles County Fire Department at (323) 838-2239, prior to the final date for filing. Hearing impaired applications can make accommodation request(s) with the ADA Coordinator through the California Relay Service at (800) 735-2922. Applicants with disabilities may be required to submit documentation of disabilities.

Los Angeles County Child Support Compliance Program: In an effort to improve compliance with court-ordered child, family and spousal support obligations, certain employment and identification information (i.e., name, address, Social Security number, and date of hire) is regularly reported to the State Directory of New Hires which may assist in locating persons who owe these obligations. Family Code Section 17512 also permits, under certain circumstances, for additional employment and identifying information to be requested. Applicants will not be disqualified from employment based on this information.

BULLETIN POSTED: JULY 14, 2005

**This announcement is a rebuletin to update the salary and requirement information, and supersedes bulletin number 390-40, posted on October 15, 2002. Persons who have already applied within the last twelve (12) months need not reapply, but may submit additional information to be attached to their original application. This information must include the correct examination title and number.** This examination will remain open until the needs of the department are met and may be closed at any time without prior notice. Individuals applying in person must submit applications Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m. All applications must be mailed or delivered to the following address:

Los Angeles County Fire Department  
Personnel Office  
1320 N. Eastern Ave, Room 221  
Los Angeles, CA 90063

For more information call (323) 838-2239

### SENIOR NURSING INSTRUCTOR

**MONTHLY SALARY:** \$5,101.45 - \$6,337.45 **EXAM NO.** 3-5216-A

**MINIMUM REQUIREMENTS:** Two years' nursing education experience as a Nursing Instructor or it's equivalent.

**DESIRABLE QUALIFICATIONS:**

- Experience in prehospital care (paramedics and EMT-1s) personnel education.
- A current (or eligible for a) Mobile Intensive Care Nurse Certificate issued by the Los Angeles County Emergency Medical Services Agency.

**LICENSE:** A License to practice as a Registered Nurse issued by the California Board of Registered Nursing. A valid California Class "C" Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

**REQUIREMENT INFORMATION:** Applicants must attach a copy of their Registered Nurse License and Mobile Intensive Care Nurse Certificate to their application at the time of filing.

**PHYSICAL CLASS:** "3" Moderate – This class requires that the incumbent stand or walk most of the time, with bending, stooping, squatting, twisting, reaching, working on irregular surfaces, occasionally lifting of objects weighing more than 25 pounds, and frequent lifting of 10-25 pounds.

**POSITION INFORMATION:** Provides comprehensive quality improvement and in-service EMT and paramedic education services to one geographical field division of the Fire Department.

**ESSENTIAL JOB FUNCTIONS:** This position identifies and analyzes the training needs of a specific group of employees within the field division; manages the educational program for one geographical field division which consists of advanced and basic life support units; conducts formal and informal classroom instruction in the areas of pre-hospital care, satisfying the State and County requirements for course content and record keeping; monitors performance and application of knowledge in the clinical environment during emergency calls; monitors the performance of the personnel as demonstrated on emergency medical patient care records and the EMS Data base; establishes quality improvement goals and monitors the division's progress in achieving these goals; coordinates and sets goals and requirements with the Senior EMS Program Head, designated Assistant Fire Chief (Division Manager), battalion chiefs, and captains who are designated as battalion training officers regarding emergency medical training; evaluates emergency medical techniques and

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**ESSENTIAL JOB FUNCTIONS CONT:** identifies any deviations from acceptable medical practices; leads a group of primary and assistant instructors for skills training and testing; actively participates on interdepartmental and intradepartmental committees and in other responsibilities including prehospital curriculum and policy review and design.

**INSTRUCTIONS FOR COMPLETING YOUR APPLICATION:** The acceptance of your application will depend on whether you have clearly shown that you meet the Minimum Requirements. Please fill out your application completely and correctly so that you will receive full credit for your related education and experience. In the space provided for education, include the names and addresses of schools/colleges attended, titles of courses completed, dates completed and number of credits earned, college units earned, degree(s) earned, dates completed and specialized field of study. For each job held, give the name and address of your employer, your job title, beginning and ending dates, description of work performed and salary earned. Attach an additional page to your application, if necessary, to describe fully your related education and experience. All information supplied by applicants is subject to verification. Applications may be rejected at any stage of the selection process. Resumes may be added to your application, but cannot be substituted for the Education and Experience portions of the County application.

**VETERAN'S CREDIT:** Veteran's preference credit of ten (10) points will be added to the final passing grade in an open competitive examination of a person who served in the armed forces of the United States during a declared war; or during the period of April 28, 1952 through July 1, 1955; or for more than 180 consecutive days, other than for training, any part of which occurred after January 31, 1955, and before October 15, 1976; or in a campaign or expedition of which a campaign medal or expeditionary medal has been authorized and awarded. This also applies to the spouse of such person who, while engaged in such services was wounded, disabled or crippled and thereby permanently prevented from engaging in any remunerative occupation, and also to be the widow or widower of such person who died or was killed while in service. A DD-214, Certificate of Discharge or Separation from Active Duty, or other official documents issued by the branch of service are required as verification of eligibility for Veterans' preference. If you are unable to provide any documentation at the time of filing, the 10 points will be withheld until such time as it is provided. **NO OTHER DOCUMENTATION WILL BE ACCEPTED.**

**RECORD OF CONVICTIONS:** A full disclosure of all convictions is required. Failure to disclose convictions will result in disqualification. Not all convictions constitute an automatic bar to employment. Factors such as your age at the time of the offense(s), and the recency of offense(s) will be taken into account, as well as the relationship between the offense(s) and the job(s) for which you apply. However, any applicant for County employment who has been convicted of workers compensation fraud is automatically barred from employment with the County of Los Angeles (County Code Section 5.12.110). **ANY CONVICTIONS OR COURT RECORDS, WHICH ARE EXEMPTED BY A VALID COURT ORDER, DO NOT HAVE TO BE INCLUDED.**

**SPECIAL INFORMATION:** Section 419 © of Public Law 108-203, the Social Security protection Act of 2004, requires State and local government employers to disclose the effect of the Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. The County of Los Angeles does not participate in the Social Security System. All newly hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement. For more information on Social Security and about each provision, you may visit the website [www.socialsecurity.gov](http://www.socialsecurity.gov), or call toll free 1-800-325-0778 or contact a local Social Security office.

**LICENSE/CERTIFICATE INFORMATION:** Please include on your application, the title of your required license or certificate and its number, date issued, date of expiration and the name of the issuing agency as specified in the Selection Requirements. In addition, you **MUST** attach a copy of the required license or certificate to your application at the time of filing. **Applications submitted without the required evidence of licensure or certification will be considered incomplete until such information is provided.**

**EXAMINATION INFORMATION:** This examination will consist of an evaluation of education and experience based upon application information weighted 100%.

**VACANCY INFORMATION:** The current vacancy is located within the Los Angeles County Fire Department.

**ELIGIBLE REGISTER INFORMATION:** Applications for this examination will be accepted until further notice. The names of candidates receiving a passing grade on the examination will be added to the Eligible Register and, unless appointed, will appear in the order of their score group for a period of at least twelve (12) months following the date of eligibility. No person may compete in this examination more than once every twelve (12) months.

**EMPLOYMENT ELIGIBILITY:** Final appointment is contingent upon verification of U. S. Citizenship or the right to work in the United States. Immigration law provides that all persons hired after November 6, 1986, are required to present original documents to the County, within three (3) business days of hiring, which show satisfactory proof of: 1) identity and 2) U. S. employment eligibility.